

Minutes

To: Administration and Technology Committee
From: Clare Kindall, Chairperson
Date: March 30, 2012
Subject: Administration and Technology Committee Meeting

In Attendance: Clare Kindall, Leon Davidoff, Steve Adler, Ron Van Winkle, Carolyn Thornberry, Elly Brazell, Essie Labrot, Chris Johnson, Elizabeth Hewitt, Gary McBride, Alice Weibel

The Administration and Technology Committee met on Wednesday, March 28, 2012, at 6:30 p.m., in Town Hall, Room 312, to discuss the following:

AGENDA

1. Registrars of Voters budget

The Committee reviewed the Registrars proposed budget and the compensation of its employees. There was also a discussion of the possibility of using change of address cards for updating voter lists rather than the direct canvas that is presently done.

2. Town Clerk budget

The Committee reviewed the Town Clerk's budget. There was a discussion of whether verbatim minutes were necessary for Council meetings and whether verbatim minutes would only be prepared only when requested. The Clerk has the recorded minutes as well as a link to the WHCTV video record. The estimated savings would be \$5000-\$6,000

3. Town Manager budget

The Committee discussed the town manager's budget.

4. Corporation Counsel budget

The Committee discussed the Corporation Counsel's budget